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Director

County of Los Angeles INTERNAL SERVICES DEPARTMENT

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"To enrich lives through effective and caring service"

December 9, 2013

To: Audit Committee

From: Jim Jones 
Director

Subject: **REVIEW OF BOARD POLICY 3.020 – CLEAN FUEL PROGRAM**

Based on the request of the Executive Officer of the Board of Supervisors, my staff has reviewed the Board Policy 3.020 – Clean Fuel Program and recommended the following revisions:

- Reference Section:
 - Add 'California Air Resources Board (CARB)' and insert hyperlink: <http://www.arb.ca.gov/homepage.htm>
 - Add 'South Coast Air Quality Management Districts (AQMD)' and insert hyperlink: <http://www.aqmd.gov/tao/FleetRules/>
- Policy Section:
 - On first paragraph, first sentence:
 - Capitalize the word 'County'
 - Add 'South Coast Air Quality Management Districts (AQMD),'
 - On first paragraph, bullet #2:
 - Remove indentation
 - After the last sentence – Add 'All vehicle purchases must comply with CARB's and AQMD's rules and regulations.'
- Date Issued/Sunset Date – extend the sunset review date to February 18, 2016

Attached is a red-line version of the policy as requested by the Executive Office.

If you have any questions regarding this request, please contact Marie Nunez of my staff at (323) 267-2492 or mnunez@isd.lacounty.gov.

JJ:JS:MN:mat
Attachment

c: Executive Officer, Board of Supervisors



Los Angeles County **BOARD OF SUPERVISORS POLICY MANUAL**

Policy #:	Title:	Effective Date:
3.020	Clean Fuel Program	01/10/95

PURPOSE

Establishes a clean air policy to improve air quality in the South Coast Basin through the expanded use of clean fuels in conjunction with other County-sponsored environmental programs to the extent it is financially feasible.

The goals are to transition as many vehicles to clean fuels as possible and establish gasoline/electric and diesel/electric powered (hybrid) vehicles as the standard type of new non-emergency passenger sedan to be acquired by County departments, beginning no later than July 1, 2006.

REFERENCE

September 20, 1994 Board Order, [Synopsis 9](#)

[November 30, 1994](#) Chief Administrative Office and Internal Services Department memo, "Los Angeles County Clean Fuels Policy"

January 10, 1995 Board Order, [Synopsis 8](#)

November 15, 2005 [Board Order No. 2](#)

February 3, 2009 [Board Order No. 23](#)

[California Air Resources Board \(CARB\)](#)

[South Coast Air Quality Management Districts \(AQMD\)](#)

POLICY

It is the policy of the County of Los Angeles to transition its motor vehicle fleet to viable clean fuels, including hybrids and alternative fuels vehicles, as approved by the California Air Resources Board (CARB) and South Coast Air Quality Management Districts (AQMD), to ensure that hybrid and alternative fuel vehicles become the standard for new non-emergency vehicles passenger sedans acquired to conduct routine County business. The Clean Fuels Policy shall be executed in compliance with following guidelines:

1. Department/District Heads shall be responsible for implementing the Clean Fuels Program within their department. Departments shall pursue funding available from a

variety of sources and may work with other public/private agencies to share resources, coordinate efforts, and apply jointly for available funds.

2. Whenever practical and economically feasible, new vehicle purchases will be clean fuel vehicles. All vehicle purchases must comply with CARB's and AQMD's rules and regulations.

Non-emergency passenger sedans:

- The standard for new non-emergency passenger sedans for conducting routine County business are hybrid vehicles (e.g. electric-gas powered) effective July 1, 2006 per the November 15, 2005 Board Order. Alternative technologies (e.g., plug in electric vehicles) may also be considered based on a documented analysis of the technology's appropriateness for its intended use, fuel efficiency, environmental impact, cumulative cost of ownership over the vehicle's useful life, etc.

Non-Emergency trucks, medium and heavy-duty vehicles with an emphasis on buses, trucks, and waste collection vehicles:

- The standard for new non-emergency trucks and medium to heavy-duty vehicles will be Compressed Natural Gas (CNG), or other alternative fuels other than gasoline powered vehicles.
3. Departments seeking an exemption from the acquisition of hybrid-powered non-emergency passenger sedans or alternative fuel non-emergency trucks and medium to heavy-duty vehicles will submit a letter, (with their requisition) signed by the Department Head and addressed to the County's Purchasing Agent (ISD), explaining why a hybrid passenger sedan or alternative fuel non-emergency trucks and medium to heavy-duty vehicles does not meet their requirements.

All exemptions will be reported by ISD, or the appropriate reporting department, in their Annual Clean Fuels report. (See No. 4 below)

4. Departments shall report to the Board by March 1st each year on the composition of their fleet and the number of vehicles powered by clean fuels, including hybrids.

RESPONSIBLE DEPARTMENT

Internal Services Department

Chief Executive Office

DATE ISSUED/SUNSET DATE

Issue Date: January 10, 1995
Review Date: February 19, 2004
Review Date: November 15, 2005
Review Date: January 18, 2007
Reissue Date: February 3, 2009
Reissue Date: February 18, 2010

Sunset Review Date: January 10, 2004
Sunset Review Date: January 10, 2007
Sunset Review Date: January 10, 2009
Sunset Review Date: January 10, 2010
Sunset Review Date: January 10, 2010
Sunset Review Date: February 18, 2014
Sunset Review Date: February 18, 2016



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Sunset Review Date: February 18, 2016